

**City Light Advisory Board Meeting
February 1, 2005, 8:30 – 11:30 a.m.
MEETING SUMMARY**

Board members present: Carol Arnold, Randy Hardy, Jay Lapin, Sara Patton, Gary Swofford, Don Wise

Also present: Jorge Carrasco, DaVonna Johnson, Bob Royer, Joan Walters, Jean Becker (City Light), Carol Butler, Ben Noble (Legislative), Thomas Dunlap (Department of Finance), Alec Fiskien, Julie Tobin (Office of Policy & Management)

Superintendent's Update

- Weather (Handout).
- Transforming City Light (Handout). The Advisory Board commented that the reorganization effort seems well designed and hopes that the focus is less on process and more on results and that improvement can be made through organizational and culture change. The Advisory Board would like to be informed about legal, structure and policy obstacles encountered during the reorganization process. This would be useful information while developing their governance recommendation. The Superintendent invited Board members to attend steering Committee meetings. It was also suggested that the re-organization teams gather input externally as well as internally, i.e. participate in regional forums and get input from citizens. Joan Walters will circulate the management commitment document, which is going out on Monday, to Board members.
- Boundary re-licensing. City Light is currently negotiating a contract. The goal is to have a preliminary report by end of year and a final by the second quarter of 2006.
- Integrated Resource Plan. Final decisions will be made in February and a consultant retained in March. The process will be complete by the first quarter of 2006. The Superintendent will report back to Board on an ongoing basis.
- Risk Management. The PACE report is due in February. The Advisory Board would like the opportunity to comment on the report and recommendations before it goes to Council. DaVonna Johnson will get back to the Advisory Board with meeting dates. It was recommended that the report should not cause further confusion with regard to the financial polices and that the recommendations are validated before being accepted.
- SLICE/True-Up. Mediation continues to resolve true-up issues.

Annual Report Stakeholder Meetings

Stakeholder	Date	Board members	Follow up
City Light Leadership Forum	February 14, 9-11 a.m.	Gary Swofford, Sara Patton, Randy Hardy	Sara Patton will coordinate with DaVonna Johnson to get on the agenda.
Council EEP Committee	February 23	Don Wise (presenter), Randy Hardy, Sara Patton	Joan Walters will find out exact agenda time and follow up with board members.
Mayor Nickels	TBD	TBD	Julie Tobin will let Board members know date and time. Board members will then volunteer.
Municipal League	TBD	Jay Lapin, Sara Patton (Don Wise if available).	Jay and Sara will set up and let Don know the date and time.
Chamber of Commerce Utility Committee	TBD	Don Wise, Gary Swofford (Jay Lapin if available)	Don will schedule.
BOMA	TBD	Don Wise	Don will organize and let other board

members know the schedule

Labor Management Leadership Committee	TBD	Carol Arnold, Sara Patton	Carol will set up with Sara's help. Carol will confirm dates with other Board members.
Public interest group	TBD	Sara Patton	Sara will organize and notify other Board members.

These meetings will provide an opportunity to give an update on the Advisory Board's work to date, lay some groundwork for the Advisory Board's 2005 work program and re-emphasize the Advisory Board's position on financial policies and rates.

Rate Setting Framework Task Force

Don Wise gave an overview of the meetings to date. Jay Lapin, Carol Arnold and Don Wise are participating. Board members felt that, while this process is valuable, it is not clear what the goals are, and the roles and functions need to be clarified. This undertaking has highlighted governance issues and part of the Board's governance recommendations should cover the need to establish a more orderly rate process. Bob Royer is coordinating public participation and Board members will continue to participate.

Governance Work Plan

		Lead	Assistance
Review and refine list of questions.	All Board members send suggestions for amendments before March meeting.	Carol Arnold	All
Further research and fact finding prior to the April/May working sessions.			
1. Legal framework.	Carol will do preliminary research and contact Bill Apple and Janet Pelz as appropriate. Gary will call Rich Sonstelli regarding conclusions of Blue Ribbon Panel.	Carol Arnold	Sara Patton, Gary Swofford
2. Best practice visit follow up.	Jean Becker will e-mail visit charts and list of resources to board.	Carol Arnold	Jean Becker
3. Budget process, personnel, purchasing.	Jay Lapin will complete fact-finding.	Jay Lapin	Randy Hardy
4. Payments to City and shared services.	Jay Lapin, Don Wise, and Gary Swofford will scope out this issues and will communicate on overlap for task 3&4.	Don Wise	Gary Swofford, Jay Lapin
5. Rate process history.	Carol will research and contact Joe McGovern	Gary Swofford	Sara Patton, Carol Arnold

Jay Lapin will ask David Harrison to act as facilitator. Julie Tobin will set up the contract.

Other Business

Carol Arnold has a conflict for the April 5 meeting which is tentatively rescheduled to April 12.